



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: August 3, 2018
TO: Mayor Chris Riley and City Council Members
FROM: Kelly Kuenstler, City Manager
SUBJECT: Pre City Council Meeting Report

Human Resources

- Vacant Positions
 - Public Works has two maintenance positions; we welcome Alan Merlin on July 24, 2018. The other two positions have applicants in background.
 - One Part-time Library Aid; interviews scheduled for next week.

Court

Municipal Court Cases	July 12th	July 19th	July 26th
Number of cases scheduled	270	133	458
Number of defendants scheduled	169	91	298
Community Service June 14 - August 1			
Number of Hours Scheduled	373		
Number of Completed C/S Hours	270.5		
Community Services Hours Completed at			
Public Works		122	
Fire Department			
Municipal Court		19	
Community Development			
Outside at Non-Profit Organization		129.5	

Public Works

- Projects:
 - A new traffic signal system at Wurzbach and Exchange Parkway will be constructed by SAECO Electric and Utility. We expect to issue a Notice to Proceed this week. Start date will be communicated to the Police and the public.
 - Cades Cove will receive new water and sewer mains, to be constructed by Gilbert's Utility and Concrete, Inc. The Notice to Proceed was issued and construction is underway.

- Year 1 street maintenance plans have been prepared. Once the advertising is complete, staff will review the proposals and take this to Council for award.
- The Evers Road bridge project is back underway with vigor. The contractor expects to receive asphalt this week to start the roadway construction. They hope to have the bridge opened to through traffic by early August. As usual, the end date is weather dependent.
- The Huebner at Evers traffic signal project is 100% complete. The contractor and staff will be performing a walk through on Tuesday to turn the signal system over to the City. The new system will have VIVDS cameras to detect when the signals need to change and the new pedestrian push buttons will “talk”.
- Construction on the Forest Oaks pool deck is almost complete. The new pebble finished deck has been poured and we expect this project to be completed this week. The Public Works Crew will install a railing along the deck.
- Waiting on the final Project Management Plan agreement from the United States Corp of Engineers for the Continuing Authorities Project (CAP) feasibility study of Huebner Creek to control flooding and repair bank erosion. Also waiting to receive the finalized agreement with the San Antonio River Authority.
- The subcontractor for the LC-17 project is continuing construction on the drainage way behind the residents in the 5900 block of El Verde and will start on the box culverts under El Verde at the Fire Station.
- We will be trenching Forest View for Oak Wilt prevention this week. Affected residents are being notified of the trenching. Residents are encouraged to investigate injecting their Oak trees with a fungicide to prevent Oak Wilt.
- The private water wells on Samaritan and Grass Hill Drive are in the process of being plugged and capped. The project should be completed by September.
- Will be taking a request from SAWS for the granting of additional recycled water and sewer main easements to City Council on 8/7/18. The new Evers Road bridge is in the way of their W-2 Huebner Creek main replacement project.
- Will be taking a request for a lease agreement with VIA to use a portion of City property to install NextGen bus shelters at the library and park to the City Council on 8/7/18.
- Once the Developer’s Agreement is signed, staff and a contractor will install a new sewer main at 7520 Huebner Road to service the vacant lots fronting Huebner Road.
- Received the report on the John Marshall elevated water tank and the tank needs to be rehabilitated, but not replaced! This item will be placed in the Capital Plan.
- Working on Operations Manual for Public Works. The new Strategic Plan is almost complete.
- Revising Water and Sewer Operations Manual. Also working on a Vulnerability Assessment (VA) document.

Police Department

Please see below information on police activity over the listed period. Truly great work by the team! Thanks!

- Arrest
 - 7-09-18 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
 - 7-09-18 – 6800 Forest Crest N. – Emergency Detention – One arrested/released at hospital
 - 7-10-18 – 6700 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
 - 7-10-18 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
 - 7-10-18 – 5600 Evers Rd. – Traffic Stop - One cited/released – Vehicle Impounded
 - 7-11-18 – 6200 Evers Rd. – Traffic Stop - One cited/released – Vehicle Impounded
 - 7-11-18 – 5600 Evers Rd. – Emergency Detention – One arrested/released at hospital
 - 7-11-18 – 7000 Bandera Rd. – Traffic Stop – One arrested for DWI – Vehicle Impounded
 - 7-11-18 – 5400 Thistle – Traffic Stop – One arrested for Unauthorized Use of a Motor Vehicle – Vehicle Impounded

- 7-11-18 – 5900 Wurzbach Rd. – Assault/Family Violence/Bodily Injury – One arrested for offense
- 7-11-18 – 5600 Bandera Rd. – Forgery/Wanted Person – One arrested for offense and active warrant
- 7-11-18 – 5400 Caraway Bend – Wanted Person – One arrested on active county warrant
- 7-12-18 – 6600 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-12-18 – 6700 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-13-18 – 5900 Bandera Rd. – Traffic Stop – One arrested for DWI – Vehicle Impounded
- 7-13-18 – 6800 Bandera Rd. – Traffic Stop – Driving While License Invalid – Vehicle Impounded
- 7-13-18 – Daughtry @ Evers Rd. – Traffic Stop – One arrested on active warrant – Vehicle Impounded
- 7-13-18 – 6800 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-13-18 – 5700 Bandera Rd. – Traffic Stop – One arrested for Driving While License Invalid – Vehicle Impounded
- 7-13-18 – 5900 Wurzbach Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 7-14-18 – 6700 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 7-14-18 – 5800 Bandera Rd. – Traffic Stop – One arrested for DWI – Vehicle Impounded
- 7-14-18 – 7000 Mill Wheel – Criminal Trespass – One arrested for offense
- 7-14-18 – 5800 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 7-14-18 – 6800 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 7-15-18 – 6500 Bandera Rd. - One cited/released – Vehicle Impounded
- 7-15-18 – 7100 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-16-18 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
- 7-16-18 – 5900 Bandera Rd.- Traffic Stop – One arrested for possession of Marijuana < 2 oz. – Vehicle Impounded
- 7-17-18 – 5600 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-18-18 – 6200 Grissom Rd. – Emergency Detention – One arrested/released at hospital
- 7-18-18 – 6800 Huebner Rd. - Traffic Stop - One cited/released – Vehicle Impounded
- 7-18-18 – 6600 Bandera Rd. – Traffic Stop - Traffic Stop - One cited/released – Vehicle Impounded
- 7-20-18 – 6200 Evers Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-20-18 – 6900 Forest Meadow – Assault – One arrested for offense
- 7-21-18 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
- 7-21-18 – 5900 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-21-18 – 5700 Evers Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-21-18 – 6600 Bandera Rd. – Assault/Family Violence/Strangulation
- 7-21-18 – 5600 Bandera Rd. – Wanted Person – One arrested on active county warrant
- 7-21-18 – 7200 Bandera Rd. – Emergency Detention – One arrested/released at hospital
- 7-21-18 – 6400 Seneca Dr. – Wanted Person – One arrested on active county warrant
- 7-22-18 – 7200 Bandera Rd. – Crash – One arrested for possession of a controlled substance
- 7-22-18 – 6600 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-22-18 – 5600 Evers Rd. – Assault/Family Violence/Strangulation – One arrested for offense
- 7-22-18 – 5600 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-22-18 – 6800 Forest Crest N. – Assault/Family Violence/Bodily Injury – One arrested for offense
- 7-23-18 – 5600 Wurzbach Rd. – Overdose – One transported for medical reasons – Vehicle Impounded
- 7-23-18 – 6900 Bandera Rd. – Traffic Stop - Traffic Stop - One cited/released – Vehicle Impounded

- 7-23-18 – 6700 Bandera Rd. – Traffic Stop - One arrested for Driving while License Invalid – Vehicle Impounded
- 7-23-18 – 5600 Evers Rd. – Assault/Bodily Injury – One arrested for offense
- 7-23-18 – 5700 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-23-18 – 6600 Cherry Leaf – City Ordinance Violation – Vehicle Impounded
- 7-23-18 – 7200 Grass Valley – City Ordinance Violation – Vehicle Impounded
- 7-24-18 – 6900 Bandera Rd.- Traffic Stop – One arrested for Driving While License Invalid – Vehicle Impounded
- 7-24-18 – 5700 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-24-18 – 6100 Evers Rd. – Traffic Stop - One arrested for Driving while License Invalid – Vehicle Impounded
- 7-24-18 – 6400 El Verde – Criminal Trespass – One arrested for offense
- 7-25-18 – 6600 Bandera Rd. - Traffic Stop - One cited/released – Vehicle Impounded
- 7-26-18 – 6200 Bandera Rd. - Traffic Stop - One cited/released – Vehicle Impounded
- 7-26-18 – 5500 Watercress – Traffic Stop – One cited/released – Vehicle Impounded
- 7-26-18 – 6700 Huebner Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 7-26-18 – 5600 Evers Rd. – Disturbance – One arrested for Assault/Bodily Injury, interference with 911 and Kidnapping
- 7-26-18 – 5600 Evers Rd. – Violation of Protective Order – One arrest for offense
- Significant Calls
 - 7-09-18 – 5600 Bandera Rd. – Crash
 - 7-09-18 – 5700 NW Loop 410 – Crash
 - 7-09-18 – 5700 Watercress – Found open garage door
 - 7-09-18 – 5500 Bandera Rd. – Found open garage door
 - 7-09-18 – 5500 Bandera Rd. – Found open door
 - 7-10-18 – 5600 Evers Rd. – Criminal Trespass
 - 7-10-18 – 5500 Bandera Rd. – Recovered Stolen Vehicle
 - 7-10-18 – 5600 Caraway Bend – Alarm
 - 7-10-18 – Wurzbach Rd. @ Bandera Rd. – Hit and Run Crash
 - 7-10-18 – 6400 Evers Rd. – Alarm
 - 7-10-18 – 5900 Bandera Rd. – Crash
 - 7-10-18 – 5600 Evers Rd. – Indecency with a Child
 - 7-10-18 – 5600 Wurzbach Rd. – Crash
 - 7-10-18 – 7100 Tealeaf – Assault
 - 7-10-18 – 6800 Bandera Rd. – Crash
 - 7-10-18 – 5600 Poppy Seed Run – Indecency with a Child
 - 7-11-18 – 6300 Mary Jamison – City Ordinance Violation
 - 7-11-18 – 6800 Bandera Rd. – Crash
 - 7-11-18 – 6200 Grissom Rd. – Assault/Family Violence/Choking
 - 7-11-18 – 7100 Bandera Rd. – Damage to property
 - 7-11-18 – 5600 Bandera Rd. – Theft < \$100
 - 7-11-18 – 6400 Bandera Rd. – Crash
 - 7-11-18 – 5400 Caraway Bend – Alarm
 - 7-11-18 – 7200 Poss Rd. – City Ordinance Violation
 - 7-12-18 – 6200 Forest Bend – City Ordinance Violation
 - 7-12-18 – Bandera Rd. @ Seneca – Crash
 - 7-12-18 – 6900 Forest Park – Theft/Vehicle
 - 7-12-18 – 6800 Bandera Rd. – Suspicious Person
 - 7-12-18 – 5300 Cilantro Place – City Ordinance Violation
 - 7-12-18 – 5600 Poppy Seed Run – City Ordinance Violation
 - 7-12-18 – 7400 Huebner Rd. – Crash

- 7-12-18 – 6500 Grissom Rd. – Enticing a Child
- 7-12-18 – 6600 Evers Rd. – Crash
- 7-13-18 – 5400 Wurzbach Rd. – Crash
- 7-13-18 – 6400 Evers Rd. – Criminal Trespass
- 7-13-18 – 7200 Bandera Rd. – Crash
- 7-13-18 – 6800 Bandera Rd. – Theft of Service
- 7-13-18 – 6900 Bandera Rd. – Crash
- 7-13-18 – 6700 Bandera Rd. - Crash
- 7-13-18 – NW Loop 410 - @ Bandera Rd. – Crash
- 7-13-18 – 7000 Forest Moss – Damage to property
- 7-13-18 – 5600 Caraway Bend – Alarm
- 7-13-18 – 6400 Bandera Rd. – Assault/Family Violence
- 7-13-18 – 6000 Grissom Rd. – Alarm
- 7-13-18 – 6500 Bandera Rd. – Crash
- 7-13-18 – 6400 Von Rosk – Found open garage door
- 7-13-18 – 6500 Ellerby Point – Found open garage door
- 7-13-18 – 7000 Mill Wheel – Criminal Trespass
- 7-13-18 – 5200 Evers Rd. – Alarm
- 7-14-18 – 6600 Bandera Rd. – Alarm
- 7-14-18 – 6800 Forest Grove – Found open garage door
- 7-14-18 – Bandera Rd. @ Wurzbach Rd. – Crash
- 7-14-18 – 7000 Pepper Wood – Crash
- 7-15-18 – 6600 Evers Rd. – Suspicious Person
- 7-15-18 – 6400 Bandera Rd. – Assault/Family Violence
- 7-15-18 – 6300 Bandera Rd. – Alarm
- 7-15-18 – 5600 Bandera Rd. – Runaway
- 7-15-18 – 6400 Bandera Rd. – Assault/Contact
- 7-15-18 – 6300 Bandera Rd. – Graffiti
- 7-15-18 – 5700 NW Loop 410 – Recovered Stolen Vehicle
- 7-15-18 – 7300 Poss Rd. – Found open garage door
- 7-16-18 – 6800 Huebner Rd. – Crash
- 7-16-18 – 6000 Bandera Rd. – Assault/Bodily Injury
- 7-16-18 – 7000 Bandera Rd. – Found open door
- 7-16-18 – 6900 Forest Park – Found open garage door
- 7-16-18 – 5600 Deer Lane – Found open garage door
- 7-16-18 – 5400 Nutmeg Trail – Found open garage door
- 7-16-18 – 4900 NW Industrial – Forgery
- 7-16-18 – 7000 Bandera Rd. – Crash
- 7-17-18 – 6400 Bandera Rd. – Crash
- 7-17-18 – 6400 Pacer Trail – Theft/ Vehicle
- 7-17-18 – 5600 Bandera Rd. - Crash
- 7-17-18 – 6800 Forest Meadow – City Ordinance Violation
- 7-17-18 – 6800 Bandera Rd.- Crash
- 7-17-18 – 7100 Huebner Rd. – Crash
- 7-17-18 – 6000 Forest Ridge – Injury to a Child
- 7-18-18 – 7000 Bandera Rd. – Crash
- 7-18-18 – 6500 Bandera Rd. – Crash
- 7-18-18 – 7000 Forest Crest N. – City Ordinance Violation
- 7-18-18 – 7700 Linkside – City Ordinance Violation
- 7-18-18 – 5700 NW Loop 410 – Crash
- 7-18-18 – 6000 Bandera Rd. – Forgery

- 7-18-18 – 6900 Bandera Rd. – Alarm
- 7-18-18 – 7200 Bandera Rd. – Theft
- 7-18-18 – 7200 Bandera Rd. – Criminal Mischief
- 7-18-18 – 6600 Bandera Rd. – Crash
- 7-19-18 – 7000 Bandera Rd. – Crash
- 7-19-18 – 6500 Bandera Rd. – Crash
- 7-19-18 – 5600 Evers Rd. – Crash
- 7-19-18 – 6800 Bandera Rd. – Crash
- 7-19-18 – 7700 Link Side – Criminal Mischief
- 7-19-18 – Bandera Rd. @ NW Loop 410 – Crash
- 7-19-18 – 7700 Link Wood – Found open garage door
- 7-19-18 – 7300 Link Lea – Found open garage door
- 7-19-18 – 6300 Rue Marielyne – Burglary/Habitation
- 7-19-18 – 6500 Charles Field – Alarm
- 7-19-18 – 6600 Bandera Rd. – Crash
- 7-19-18 – 5900 Bandera Rd. – Crash
- 7-19-18 – 5900 Wurzbach Rd. – Assault/Contact
- 7-20-18 – 6400 Bandera Rd. – Alarm
- 7-20-18 – 6500 Charles Field – City Ordinance Violation
- 7-20-18 – 6600 Sally Agee – City Ordinance Violation
- 7-20-18 – 6100 Rue Lillian – Found open garage door
- 7-20-18 – 6000 Trone Trail – City Ordinance Violation
- 7-20-18 – 6300 Mary Jamison – Found open garage door
- 7-20-18 – 5600 Poppy Seed Run – Found open garage door
- 7-20-18 – 6500 Bandera Rd. – Found open door
- 7-20-18 – 5600 Bandera Rd. – Crash
- 7-20-18 – 5900 Wurzbach Rd. – Suspicious Person
- 7-20-18 – 5700 Bandera Rd. – Crash
- 7-20-18 – 6800 Poss Rd. – Alarm
- 7-20-18 – 5300 Wurzbach Rd. – Assault/Family Violence
- 7-20-18 – 6100 Bandera Rd. – Criminal Mischief
- 7-20-18 – 6800 Forest Grove – Burglary/Habitation
- 7-21-18 – 5600 Bandera Rd. – Crash
- 7-21-18 – 6500 Bandera Rd. – Crash
- 7-21-18 – 6400 Evers Rd. – Alarm
- 7-21-18 – 6000 Forest Ledge – Found open garage door
- 7-21-18 – 6500 Charles Field – Found open garage door
- 7-21-18 – 5900 Wurzbach Rd. – Criminal Mischief
- 7-22-18 – 7200 Grass Valley – City Ordinance Violation
- 7-22-18 – 6300 Rue Sophie – Assault/Family Violence
- 7-22-18 – 5600 Evers Rd. – Gunshots heard in the area
- 7-22-18 – 7600 Link Side – Found open garage door
- 7-22-18 – 5600 Wurzbach Rd. – Graffiti
- 7-22-18 – 6100 Royal Sun – Runaway
- 7-23-18 – 6200 Forest Grove – Lewd Conduct
- 7-23-18 – 6000 Trone Trail – Burglary/Habitation
- 7-23-18 – 7500 Link View – Found open garage door
- 7-24-18 – 5600 Grissom Rd. – Suspicious circumstances
- 7-24-18 – Wurzbach Rd. @ Bandera Rd. – Crash
- 7-24-18 – 5800 Bandera Rd. – Crash
- 7-24-18 – 7000 Bandera Rd. – Harassment

- 7-24-18 – 6000 Bandera Rd. – Stalled vehicle
- 7-24-18 – 6700 Peachtree – City Ordinance Violation
- 7-24-18 – 5600 Evers Rd. – Criminal Mischief
- 7-24-18 – 6300 Bandera Rd. – Found open window at business
- 7-24-18 – 6900 Forest Meadow – Found open garage door
- 7-24-18 – 7100 Forest Moss – Found open garage door
- 7-24-18 – 6800 Bandera Rd. – Crash
- 7-25-18 – 5600 Evers Rd. – Crash
- 7-25-18 – 6700 Poss Rd. – Alarm
- 7-25-18 – 6800 Bandera Rd. – Missing Person/Found
- 7-25-18 – 6400 Lonh House Ct. – Alarm
- 7-25-18 – 7200 Forest Pine – Burglary/Habitation
- 7-25-18 – 6800 Bandera Rd. – Alarm
- 7-25-18 – 6400 Bandera Rd. – Assault
- 7-25-18 – 6200 Grissom Rd. – Lost Property
- 7-26-18 – 7100 Bandera Rd. – Threats
- 7-26-18 – 6200 Walking Gait – Criminal Mischief
- 7-26-18 – 7100 Bandera Rd. – Assault
- 7-26-18 – 6800 Huebner Rd. – Alarm
- 7-26-18 – 7300 Crown Piece – Alarm
- 7-26-18 – 6200 Rue Sophie – Found open garage door
- 7-26-18 – 6100 Sun Dial – Found open garage door
- 7-26-18 – 6200 Setting Sun – Found open garage door
- 7-26-18 – 6600 Grist Mill – City Ordinance Violation
- 7-26-18 – Found open garage door
- 7-26-18 – 6700 Yellow Rose – Graffiti
- 7-26-18 – 6900 Sunlight Dr. – Damage to property
- 7-27-18 – 6900 Bandera Rd. – Crash
- 7-27-18 – 6300 Parsley Hill – Found open garage door
- 7-27-18 – 5200 Evers Rd. – Alarm
- 7-27-18 – 5500 Bandera Rd. – Found open garage door
- 7-27-18 – 5600 Evers Rd. – Assault/Family Violence
- 7-27-18 – 6600 Bandera Rd. – Crash
- 7-27-18 – 5900 Bandera Rd. - Crash
- Traffic Citations - 222
- Warnings – 82
- Other - 31
- The Criminal Investigation Unit
 - Cases Filed five (5)
 - Two (2) Felony cases filed for Forgery
 - One (1) Fraudulent Use of Identification
 - One (1) Resisting Arrest
 - One (1) Criminal Trespass
- Active Investigations
 - Prepared ten (10) search warrants
 - Investigating three (3) Assault Family Violence cases
 - CID continues to investigate the coin store burglary. A confidential source was developed which lead to a consent search of a storage facility that resulted in the discovery/seizure of abandoned property that is valued at approximately \$750,000.00. Even though they were not items from our coin store burglaries, the property is believed to be stolen and despite the attempts of CID to locate coin store victims throughout Texas, no owner can be identified. The property includes

rare coins & cash, silver bars, and jewelry. We have been canvassing other agencies to discover where the items were stolen, but to no avail. We will keep searching for the owner of the abandoned property.

- Two (2) of the activists that were charged with Retaliation on a Public Servant were indicted by a Bexar County Grand Jury for three (3) criminal charges. The CID unit continues to work additional felony charges that will be presented to the grand Jury in the near future.
- Additions CID Activity
 - CID participated in security operational plan for city council meeting, provided surveillance for demonstration at Coffee with the Mayor event
 - Ten (10) DVDs were copied for District Attorney's Office
- Code Enforcement
 - 5 Junked/abandoned/illegal vehicles
 - 29 Grass/weed violations were handled
 - 3 Swimming pool violations
 - 50 Bandit signs
 - 9 Graffiti calls was handled
 - 2 trash complaints
 - 1 noise violation
 - 1 pet noise violation
 - 27 VCO letters were sent out
- Animal Control
 - 7 stray dogs
 - 1 at large dog was handled
 - 2 cats were trapped and released as part of the TnR Program
 - 1 dead raccoon,
 - 1 dead deer
 - 1 dead skunk
- Traffic Unit
 - The Traffic Unit officers were assigned to school zones before and after school and worked on several reported neighborhood speeding/traffic concerns including Parsley Hill, the Links, Monte Robles, Canterfield and Forest subdivisions. They closely monitored traffic/construction situations at 6500 and 6600 blocks of Bandera. In addition to the traffic duties, traffic officers also assisted with court security, demonstrators and CID personnel with open records requests and security/crowd control-management for Coffee with the Mayor event.

Reporting Period Activity:	
Moving Violations	51
Non-Moving Violations	0
Warnings	11
VCO	0
Vehicles Impounded	14
- Training
 - Officer Azar attended and eight hour De-escalation Technique Training in Boerne, Texas.
 - Code Enforcement Officer Barron attended a 40-hour Basic Code Enforcement Class at Texas A&M Engineering Extension Service (TEEX).
 - Chief Salvaggio attended the 40-hour Texas Police Chief Leadership Series Training sponsored by Sam Houston State University in San Marcos, Texas.
- Community Service
 - The Leon Valley Police Department (Lead by Detective Brooks) participated in the Tip-a-Cop for Special Olympics at Texas Roadhouse. The officers waited tables and received more than \$1500 in tips for Special Olympics.

- The Leon Valley Police Department (Lead by Chief Salvaggio) lead more than 200 volunteers in the 21st Annual 100 Club Spaghetti Dinner fundraiser. The team served more than 6600 dinners over a two-day period, raising more than \$150,000 for the children of slain police officers and firefighters.

Fire Department

- **Keep Cool Fan Drive** – The fan drive continues! Please keep dropping those box fans coming, they are really helping keep citizens safe and cool this summer. To date, we have distributed 22 box fans in the community, all to reduce the threat of heat emergencies.
- **Alex O’Rourke retires** – Congratulations to Engineer Alex O’Rourke on his retirement from the City of Leon Valley! Alex has served the City of Leon Valley for 23 years and is retiring at the rank of Engineer.
- **More CERT Training** – Assistant Fire Chief Blake Wade has worked to coordinate another Community Emergency Response Team (CERT) training course at the fire station through the month of August. Classes are scheduled every Monday in August at the fire station from 6PM to 10PM. The intention of the CERT training course is to build and enable a team of citizens in Leon Valley that can work to support emergency services in the event of a disaster. Please fill out and share the application attached.
- **Fleet Status** – The department continues to work through the repair of one ambulance that was involved in an accident. The departments Aerial Platform experienced a failure during an inspection, which caused the basket to fall into the truck. The estimates for repairs are being gathered and a plan to repair them is being addressed.
- **Fire Recovery USA** – The department has a Fire Recovery USA incident recovery collection of \$11,800 to date. The intention of the recovery service is to support the needs in fire department responses to vehicle accidents.
- **ASPP recovery 2017** – The fire department was notified that this years recovery of funding from the Ambulance Supplemental Payment Program (ASPP) is \$58,000. This funding is lower than last year, however still a recovery of funding that is otherwise lost. Leon Valley is one of the few agencies in the state of Texas to recover this funding, and this is the fourth year of that recovery.

Community Development Department

- Zoning Code Revisions
 - Staff and the Zoning Commission will resume discussing revisions to the City’s zoning code at the July meeting. Discussions were put on hold for the month of July due to workload and staffing within the Community Development Department, which affected research and development of new draft regulations for discussion. The Zoning Commission will be holding special meetings on the second Tuesday of the month for Zoning Code revisions.
 - August 14th (Tentative Special Meeting).....Zoning Districts
 - September 11thUses
 - October 9thDevelopment Standards
 - November 13thProcedures & Non-Conformities
- Zoning Cases
 - The next Zoning Commission meeting is scheduled for August 14, 2018 at 6:30 pm.
 - The Department has an open Zone Change and Specific Use Permit request for 7317 Huebner Road to facilitate the expansion of the St. John’s Baptist Church. The request is scheduled for consideration at the August 28th Zoning Commission meeting. The applications were previously on-hold due to an associated request for a variance from the code requirement to submit a traffic impact analysis with these requests. That variance request was granted, so the zoning requested may now be scheduled for Zoning Commission and City Council consideration.
 - The Zoning Commission will discuss and consider an intermediary revision to the Zoning Code

addressing Martial Arts and Yoga Studios. The City has received an influx in requests for Certificates of Occupancy for these uses and the City's Zoning Code does not have Martial Arts defined as an allowed use anywhere in the City. The City has historically considered Martial Arts as a Fine Art, but Fine Arts is too general.

- Board of Adjustment
 - The next Board of Adjustment meeting is tentatively scheduled for Thursday, August 30th, 2018.
 - Based on recent meetings, Staff is anticipating the submittal of two variance applications:
 - Variance to the distance requirements between Non-Chartered Financial Institutions.
 - Variance to the requirements of the Sustainability Overlay District prohibiting Pole Signage on Bandera Road and the expansions
- Plats
 - Staff has an open replat request by Huebner Dirt Investments Ltd. for 2.418 acres located on Huebner Road. The replat would potentially create 3 lots. The land is undeveloped and is currently zoned B-1 and B-2. The applicant plans to request a rezoning of the property and has postponed his plat application until that time. An SUP will also be required for new commercial development on the site because it is adjacent to residential zoning.
 - Staff is anticipating the submittal of a replat request for the easement located just west of the termination of Huebner Road, in the Old Mill Subdivision. The owner of the easement is hoping to replat the easement as public right of way to provide access to the 18 acre tract to the west, so it can be developed for single-family residential lots.
 - Staff is also anticipating the submittal of an Amending Plat for the property currently developed as the Leon Valley Storage. An amending plat is necessary to reconfigure existing lots to allow for new buildings on the property.
- City Council
 - The City Council is scheduled to consider the following items at their August 7th meeting:
 - Master Sign Plan request submitted by Keller Sign Company for HEB Marketplace
 - Amendment to Small Cell Node Installation permitting requirements
 - Specific Use Permit for Motorcycle repair at 5405 Bandera Road
 - Creation of a limited duration Sign Code Update Advisory Committee
- Hike and Bike Trail Committee
 - There is not Hike and Bike committee meeting scheduled for the month of August. Meetings are tentatively scheduled to resume in September.
- Permitting And Records
 - It was a busy month for permitting! The majority of permits issued were building permits.
 - 63 walk-in customers were served from July 12, 2018 to August 1, 2018
 - 102 permits were processed or are in progress
 - 14 Certificates of Occupancy were issued
 - 11 commercial building permits (new construction, additions, and renovations) were issued – twice as much as past months
- Development Meetings/Correspondence
 - Staff will be meeting with the owners of the 18 acre tract located west of the Old Mill Subdivision, generally located at the western termination of Huebner Road at the western edge of the City's boundary. The developers want to replat an easement into right-of-way to provide public access to the tract so it can be developed. Items for discussion will be the International Fire Code requirement that the subdivision have two points of ingress-egress.
 - City of Leon Valley Staff and elected officials met with a multidisciplinary team, including San Antonio City Staff and elected officials, and TxDOT representatives, to discuss the planning and design process for addressing current congestion and the future issues with Bandera Road. This meeting was preliminary, to what is anticipated to be a larger community-oriented process.
 - Staff received a 5th submittal for the new office development proposed at the NW corner of Wurzbach Road and Watercress. The project is in its 5th submittal due to on-going lack of

- compliance with the City’s Sustainability Overlay District requirements.
- Staff received a 3rd submittal for the We Care Shopping Center development at 7228 Bandera Road. Staff anticipates releasing that building permit within the next week.
- Staff issued a building permit for an interior renovation for a portion of the School of Science and Technology building at the northeast corner of Bandera Road and 410. Due to the improvements, the requirements of the Sustainability Overlay District (SO) were triggered, which required a portion of the project having to comply with the (SO) requirements. This resulted in a number of new trees that will be planted within new landscape islands within their existing parking lot, which will enhance that property, and fulfill the intent of the Overlay Districts.
- Staff received building permit for the new LA Fitness center proposed in the HEB Market Place Shopping Center. The project will consist of several phases which will include the demolition of the portion of the building that was previously occupied by Old Navy and will also include improvements to the entire shopping center to comply with the commercial/industrial overlay district requirements. Staff is currently reviewing this submittal and anticipates issuance of a building permit within the next month.
- Community Development Department & Development Process
 - The Community Development Departments new Assistant Planning and Zoning Director, Xavier Antu started work with the City on Monday, July 30th, 2018. As the Community Development consists of four primary divisions: Permitting & Inspections, Compliance, Zoning, and Long-Range Planning; Xavier will be managing Permitting & Inspections and Compliance.
 - With a full Staff now, the Department anticipates completing the overall development review process by the end of the year, which will include:
 - The implementation of digital permitting software
 - The introduction of “Package Permits” which will consolidate all permits associated with a single project, into one consolidated “global” review process
 - The assignment of a permit liaison for all building permits, to help guide the City’s customers through the permitting process
 - The updating of all permit applications to include checklists for applicants and Staff
 - Creation of procedures for requesting inspections for all projects, with specific procedures for larger scale projects such as mixed-use and mulit-family projects
 - Creation of a deadline schedule to assist customers in project planning

Economic Development

- New Businesses
 - Karate Culture – 6806 Huebner
 - Planet Bike – 6504 Bandera
 - Chuchoslocos Mexican Cuisine - 6504 Bandera
 - All-Star Health Care – 7180 Bandera
 - Working with a new business to possibly fill the vacated Carl’s Jr. building
 - Continue to work with Quik Trip to move project along
 - Continue to work with UTSA on breakfast date for potential businesses

City Secretary

- Since the last report, the City Secretary’s Office has received 27 open record requests. The requests were for: permit information, Red Light Camera items, planning/platting site plans, Staff emails, staff text messages, staff phone records, body cam videos, various historical ordinances, training manuals, oath of office information, and court records
- City Council agendas and minutes; publication of recently adopted ordinances and agendas.

Library

- Summer Reading surpassed all attendance records to date. Our largest program was the “Big Rig Petting Zoo” – large construction and fire vehicles that kids could sit in and touch and interact with the operators. We had 740 attendees.
- Spectrum upgraded library internet speed 100Mbps to 200Mbps at no additional cost.
- Technology upgrade at library: Bulk of is done, final detail work being done and walk through to be scheduled.
- The Library received a \$250 gift card from HEB’s Community Support Grants Division to help with our Summer Reading Events this summer.
- Assistant Library Director, Theresa Brader was asked to be one of a select few Storytellers at the Texas Library Association State Convention in Austin for April of 2019. This is the annual convention that Librarians in Texas go to – over 10,000 librarians attend and it is recognized as the largest of the state conventions in the United States.
- Theresa will be doing her Storytelling on a Wednesday night at the annual Storytelling event where they typically feature the best (and by invitation only), storytellers. HUGE KUDOS.
- Coming events to note:

Upcoming Events:

- Regular City Council Meeting begins at 6:00 p.m. on Tuesday, August 7, 2018, in the Leon Valley City Council Chambers.
- Upcoming Important Events:
 - The City of Leon Valley Crime Control & Prevention Board of Directors will conduct a public hearing on the proposed budget for fiscal year 2018-2019, Tuesday, August 21, 2018 – 5:30 p.m., City Council Chambers
 - The City of Leon Valley City Council will conduct a public hearing on the proposed budgets for fiscal year 2018-2019, Tuesday, August 21, 2019 – 6:00 p.m., City Council Chambers
 - City Offices will be Closed, Monday, September 03, 2018 in observance of Labor Day
 - Library Events
 - Kinetic Sand (we had 200 at last one....) Friday August 10, 2018 from 2-4pm
 - Book Signing: Jack Dean and Bob Alexander talking on and signing: Saturday August 11, 2018 at 10am: Old Riot, New Ranger – book about LV’s own Jack Dean
- Committee Meetings:
 - Police Advisory Committee; August 15, 2018, at 6:30 p.m. at City Hall.
 - Zoning Commission Meeting; August 14, 2018, at 6:30 p.m. at City Hall.
 - Library Board of Trustees Meeting; August 14, 2018 at 5:30 p.m. at the Leon Valley Public Library